



**Perth & Kinross Adult Protection Committee
Minute**

Friday 30th October 2020

10.00 – 12.00

Microsoft Teams

ATTENDEES

Bill Atkinson	Independent Convener
Clare Gallagher	CEO, Independent Advocacy
Councillor Sheila McCole	Councillor – Perth City South
Angie McManus	AHP Lead P&K HSCP
Amanda Welch	Care Inspectorate
Alex Goodall	Carers representative
Diane Fraser	Head of Adult Social Work & Social Care, P&K HSCP
Lindsey Bell	Sargent, Police Scotland
Mary Notman	Adult Protection Coordinator, P&K HSCP
Ewan Baird	Group Manager, Scottish Fire and Rescue Service
Grace Gilling	ASP Lead, NHS Tayside
Lindsey Baillie	HSCP Locality Manager
Susan Netherington	Admin Support (minute taker)

APOLOGIES

William Young	SAS
Erin Wilson	Capability Scotland
Rose Wallace	NHS Tayside
Evelyn Devine	NHS Tayside
Jenni Keenan	PKAVS
Julie Wylie	Manager, Robert Douglas Memorial Home
Natascha Shiels	Capability Scotland
Alan Morgan	Kippen & Rifiga Home care
Jacqueline Pepper	Depute Director, Education & Children's Services

1	Welcome and Apologies	
	BA welcomed all to the meeting and apologies were noted as above.	

<p>2</p>	<p>Minute of Meeting of the Adult Protection Committee (4th September 2020)</p> <p>MN discussed the actions within the AP Committee minutes and welcomed any comments or concerns.</p> <p>Carer's support - Meetings continuing with the Care Home sector however, both Diane Fraser and MN to discuss what we can do locally for both Care homes and people at home to improve communication in the current ever changing environment.</p> <p>Ethnic minority leaflet progressing well and meeting with the design team to be scheduled last November/December.</p> <p>Short Life working group – GG shared the national IRD questionnaire with MN. MN noted this was disseminated nationally on the 24th September, but MN didn't receive it within her email until 6th October and closing date was on 16th, therefore MN was unable to respond in time. GG is going to feed this back along with the lack of a reminder to prompt responses.</p> <p>Vision of ASP within P&K – Grace has included this within her NHS briefing sessions – to raise awareness of this within health staff.</p> <p>Data Set has been submitted to Scottish Government by MN.</p> <p>MN mentioned at the Adult Social Care and Social Work forum, the request by Julie Wylie on receiving feedback following a referral. MN asked that the team leaders ensure that all organisations are informed.</p> <p>Bi-ennial report will be issued today.</p> <p>Tayside SCR summary - No Tayside wide events arranged. BA will speak with Jacquie regarding this live issue.</p>	<p>DF MN</p> <p>GG</p> <p>BA</p>
<p>3</p>	<p>National Service User and Carer Involvement Survey</p> <p>MN discussed the key points from the report to the group and asked for any ideas on how we can improve engagement.</p> <p>CG mentioned that Dundee has a collective advocacy group set up and supported, which has been very affective in bringing together all the services they offer.</p> <p>DF mentioned that the IJB (integrated Joint Board) service user reps and carer reps are very keen to get involved in this activity. BA commented that it would make sense to use a group already set up. MN to contact to explore.</p> <p>Alex suggested linking to Carers Voice who reach out to over 1400 carers. This may be achieved by links to ASP on their web page and regular ASP agenda items. MN to contact to discuss</p>	<p>MN</p> <p>MN</p>

	<p>SM said there is a large demographic of people not aware of what the Adult Protection Committee is or remit and how it can be contacted. SM would need to give this more thought on how the council reaches out to that demographic but briefing sessions for councillors may be an option which BA supported.</p> <p>CG was pleased to hear IJB and Carers voice being mentioned. It is quite a complex environment, the strategic side of any local partnership. Service user views in one area in isolation may not be beneficial but need to explore how to obtain a wider view.</p> <p>BA confirmed that a paper was sent to the Chief Officer this week regarding a broader approach to public protection which was approved. The networking connections between the public protection partners need to be enhanced.</p> <p>SM currently sits in the Community Justice Partnership which include Police Scotland, Prison service and other Stakeholders which Adult Protection could attend as a guest and provide further information on.</p> <p>AG asked if it was possible to get a list of all the different committees, what do they do and how they connect. BA agreed that there is a legitimate challenge there, a much clearer picture is needed. BA is happy to link in with Jacquie Pepper to discuss how we can connect on all aspects, voluntary, health and police etc more affectively and how do we capture the views or people that don't like to attend meetings/forums.</p> <p>AM wanted to highlight the Citizen's jury model, which is another forum that we can reach out to.</p> <p>BA is looking to discuss this further with MN and bring a report back taking in the suggestions provided and discuss it in the meeting in December.</p>	<p>SM BA</p> <p>BA MN</p>
<p>4</p>	<p>Mental Health Tayside – Listen, Learn & Change</p> <p>GG confirmed Kate Bell has been invited to attend a future APC meeting. GG has been asked to provide a section on Adult Protection within the new MH Strategy.</p> <p>GG mentioned the MH Strategy newsletter for October which was distributed prior to the meeting and asked that the group feel free share this across networks as much as possible.</p> <p>LB is involved within the plan regarding the older people's mental health. They are working across Tayside to explore things we need to look at and is happy to feedback relevant into this group. ASP is something that needs to be in all our agendas.</p> <p>DF confirmed that they are currently writing the strategy and have leads for each section. DF and Arlene Mitchell from Dundee are leading the 'Learning and Disabilities section with support from a range of colleagues across Tayside. There is a Leadership group who represents the 3 partnerships and an 'In patient' services review has a lot of work ongoing.</p>	

	<p>BA welcomed the offer of the suggested inputs from programme manager and the lead for mental health services, Kate Bell in December. He asked if GG could share some of the key issues that have come up from the enquiry without sharing the details of the strategic plan prior to approval.</p> <p>GG provided a brief overview of the Listen Learn Change action plan. Which includes looking at a service redesign and the culture of the organisation to create a vision and identifying the learning and development required across the agencies, workforce and disciplines. The main areas were</p> <ul style="list-style-type: none"> • System review across Tayside • Developing clinical leaderships, • Medical workforce plan, • Working with CAMHs, and the proposal to create a specific service for 18 -24 olds. <p>BA asked if there is anything mentioned regarding mental health and working with users. GG confirmed that there is a specific workstream that looks to establish a stake holders' group to provide scrutiny and support. This is a workstream that the APC could link in and be involved in. The other main key theme GG mentioned was communication, not about just Carers and users but also staff and how we support our communication systems and information sharing.</p>	
<p>5</p>	<p>IRD Process</p> <p>MN discussed the initial referral discussion process, which is widely used in Child protection. Since the ASP act was enforced, P&K has had a similar process called strategic discussion. It was agreed to implement an IRD process in Perth & Kinross which would be consistent across Tayside. The IRD process has been developed in consultation with Managers and front line staff and reports will be able when required.</p> <p>The suggested date for implementation is week commencing 16th November.</p> <p>GG welcomes the change and has no concerns. There is a willingness throughout Tayside to introduce this process.</p> <p>DF welcomes this development and asked for confirmation on if this is a Tayside or a P&K process. MN confirmed the change will be for P&K only at present although talks are taking place at regional and national level.</p> <p>No objections were received from the group therefore BA approved the progression of this new process.</p>	<p>MN</p>
<p>6</p>	<p>VPR/AP Learning disability audit</p> <p>MN discussed the VP / AP case file learning disability audit and the data within the paper provided.</p>	

	<p>Following comparison of national data, our figures for clients with learning disability fell below national average so it was agreed at the APC that an audit should be completed concentrating specifically on learning disabilities.</p> <p>The report was based on the period 1 April 2019 to 1 March 2020, and detailed data on the outcomes of referrals which MN discussed with the group.</p> <p>In summary, there were no concerns in the response to referrals of people with learning disabilities however there are some practice issues that will be addressed within an improvement plan.</p> <p>DF highlighted that whilst we want to look at training programme for practitioners, a training programme for Managers has also been agreed allowing us to be clear on roles and responsibilities. The findings from this audit also relates to the improvements we wish to make to Case Conferences, the role of the Service Manager within Adult Support and Protection and the chairing of Case Conferences also. Self-evaluation will hopefully be brought back soon as some of the areas highlighted such as chronologies and decision making would be reduced.</p> <p>BA said that some of the findings within the 6 areas that were below 60% cause concern. MN has been asked to provide the improvement plan to the APC in December once the discussion has been had within the service.</p>	MN
7	<p>APC Risk Profile</p> <p>Since the risk workshop in November 2018, a Risk Register was developed and has been tabled at the APC meetings. The form is quite complicated, and we are working on ways of removing the lower level risks and making it a high level, strategic Risk Register.</p> <p>A suggestion has been made to make the register like the protecting people register, which is much easier to identify what the risk is, and the actions taken to mitigate. MN to transfer current high level risk to the protecting people risk format and table for discussion at the APC in December.</p> <p>Comments were welcomed, no comments were made by the group.</p>	MN
8	<p>Policies:</p> <p>Tayside Self neglect & Hoarding Policy</p> <p>MN explained that the above policy was reviewed at the APC Sub-group and was found to be a well written, up to date document. Both Angus and Dundee APC have passed the document and to ensure consistency across Tayside</p>	

	<p>the APC Sub-group recommend we adopt this policy. Approval was provided by the group to replace our current Policy.</p> <p>Unborn baby policy</p> <p>BA highlighted the new unborn baby Tayside-wide policy which has been approved. It was to draw to committee members attention which BA requested is disseminated throughout their own organisations.</p>	
<p>9</p>	<p>Review of national APC guidance and codes of practice.</p> <p>John Patterson who has been leading this national review and 3 National codes of practice working groups and meetings have been set up:</p> <ul style="list-style-type: none"> • Relationships between ASP and other legislation - 10th Nov • Capacity and Consent - 11th November • Practitioner/Manager forum - 19th November. <p>Only 2 representatives from the National Social Work group can attend due to the scale of the meeting. One representative from P&K will attend the Practitioner / Manager forum.</p> <p>MN confirmed, following the forums, information will be circulated to the group.</p> <p>GG sits on the National Strategic Forum for the NHS and will be going to the Capacity and Consent workshop on 11th November. She also has 2 spaces for the Practitioner / Manager forum, which she asked if anyone would like to attend, AM asked for the invite to be sent to her.</p>	<p>MN</p> <p>GG/AM</p>
<p>10</p>	<p>ASP National Inspection update</p> <p>Due to the pandemic the inspection has been delayed. MN is aware of the ASP inspection that started prior to lockdown in Inverclyde hasn't been re started yet</p> <p>MN provided a local update with our positions statement and self-evaluation which Colin Paton is leading on and will be invited to the next ASP to discuss further.</p> <p>It has been agreed information will be provided to the members of the APC prior to December in order to make sure all the work each agency does has been incorporated within it in the hope that come December the Committee can be provided a document that is almost at completion.</p>	<p>MN</p>
<p>Date of next meeting:</p>	<p>11th December 2020</p>	